

SB 70 DATA REPORTING



PRESENTED BY:
CALIFORNIA STUDENT AID
COMMISSION



IN TODAY'S WEBINAR...

- Phones will be muted to eliminate background noise
- All questions can be typed in the Q&A panel to the right, staff is available to answer your questions
- As you exit today's webinar, you'll be prompted to complete a brief survey, your response is greatly appreciated

SB 70 DATA REPORTING - AGENDA

- Review of Definitions (based on the IPA Amendment)
- Submission Process for 2014-15
- Description of Enrollment, Persistence, Graduation and Unitary Files
- Questions

GENERAL REPORTING REQUIREMENTS

California Education Code (CEC) section 69433.2 requires Cal Grant participating institutions to annually report to the California Student Aid Commission (Commission) the following data for their undergraduate programs:

- a) Enrollment, persistence, and graduation data.
- b) The job placement rate and salary/wage information for students in programs that are either designed or advertised to lead to a particular type of job, or advertised or promoted with any claim regarding job placement.

GENERAL REPORTING REQUIREMENTS FOR 2014-15

Reporting Period

- **Academic Year 2013-14**
- Reporting Available March 3 – March 31

Reporting Elements for 2013-14

- Enrollment
- Persistence
- Graduation
- Optional: Unitary Data

****Information reported for SB 70 applies to all students, not just Cal Grant recipients.***

WHAT'S NEW...



Visiting students do not have to be counted on your Enrollment file.

Job Placement Rate and Salary/Wage – 2 methodologies available:

- Utilization of the CCC College Wage Tracker
- BPPE's must email a PDF of institution's Student Performance Fact Sheet
- Not a CCC or a BPPE? Choose from either methodology

DEFINITIONS OF REPORTING ELEMENTS

Enrollment

The enrollment cohort is made up of any students who are new to an institution during the 13/14 academic year (either first-time college students or transfer students). High school students that are concurrently taking college courses for credit will not be counted in your enrollment file. Students that are solely taking basic skills, remedial, or ESL classes are also excluded from the report.

* NEW: Visiting students may be excluded.

DEFINITIONS OF REPORTING ELEMENTS

Persistence

1. Persistence data shall consist of the total number of undergraduate students by cohort who have continued in, or “persisted”, in their education by enrolling in and completing at least one course at the institution during the academic year following initial enrollment, and every academic year thereafter, segregated by enrollment status, race/ethnicity, gender and Cal Grant recipient status for each campus.
2. Persistence data shall be updated annually for each cohort until the number of academic years reported at least 200% of the published program length.

DEFINITIONS OF REPORTING ELEMENTS

Graduation

For each undergraduate program offered by a qualifying institution, the number of students within the cohort who complete a program and upon whom the institution has actually conferred the degree, diploma, certificate or other formal award, within 100%, 150% and 200% of the published program length of the program, reported by CIP Code, enrollment status, race/ethnicity, gender and Cal Grant Status. Graduation data shall be segregated by each campus of qualifying institution.

1. In order for an institution to report a student as completing within 100% of the published program length, the student shall have completed the program, certificate or degree in 100% or less of the published program length regardless of the enrollment status of the student.
2. In order for an institution to report a student as completing within 150% of the published program length, the student shall have completed the program, certificate or degree in 101-150% or less of the published program length regardless of the enrollment status of the student.
3. In order for an institution to report a student as completing within 200% of the published program length, the student shall have completed the program, certificate or degree in 151-200% or less of the published program length regardless of the enrollment status of the student.

DEFINITIONS OF REPORTING ELEMENTS

Unitary Data

An institution may elect to submit sufficient student unitary data to the Commission to allow the Commission to prepare the report on the institution's behalf. An institution electing to have the Commission prepare its report shall provide the following student unitary data: student's first, middle, initial, and last name; date of birth; social security number; race/ethnicity, gender; original term enrollment date; enrollment status; institution campus code; CIP code for the student's completed educational program; units completed by term for the academic year; and program completion date, if applicable.

UPLOAD PROCESS

Institutions will submit data via the WebGrants system.
From the Portal Menu, select "SB 70"

California Student Aid Commission
WebGrants System

[Tools](#) [Help](#) [Sign Out](#)



Welcome!
To the CSAC Portal Menu

The last time you logged on to this system was: 02/20/2015 08:48:56 am
Number of failed attempts since your last login: 0

Please contact your School's System Administrator if you need access to additional screens.

Portal Menu

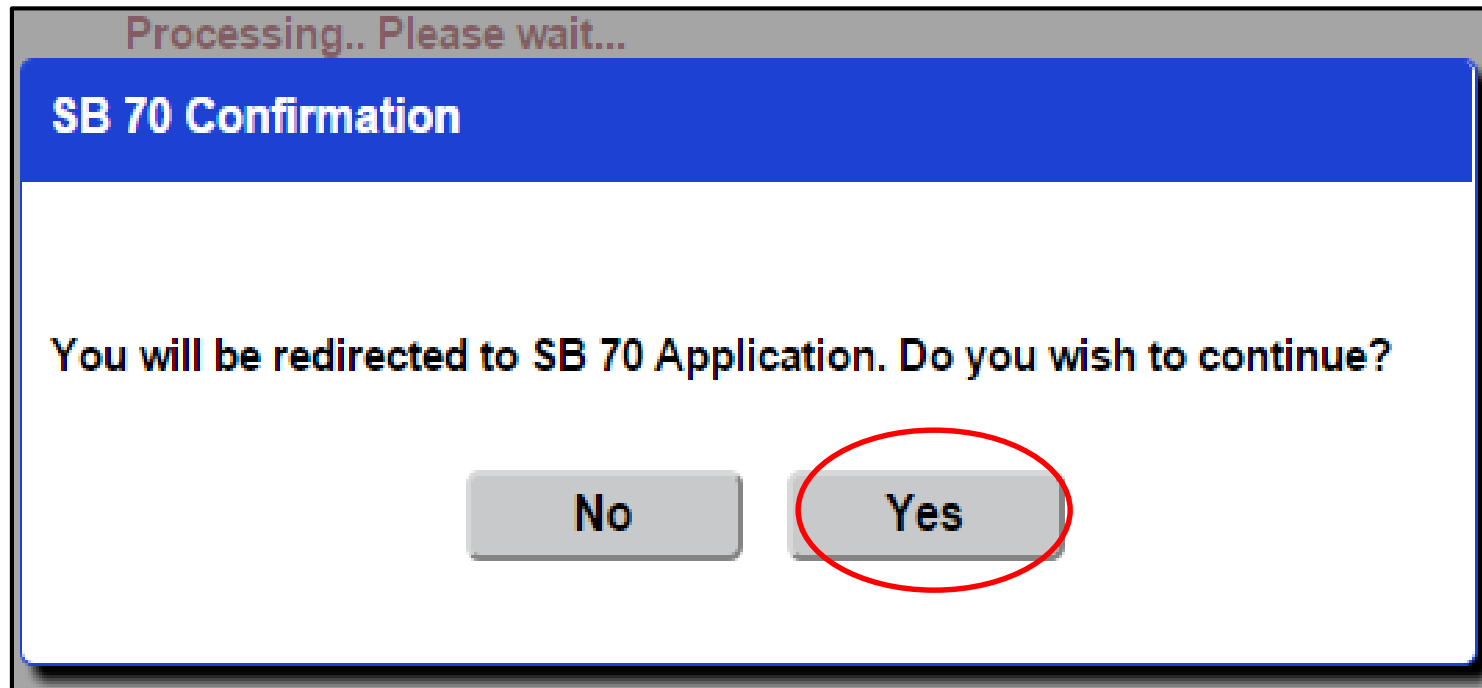
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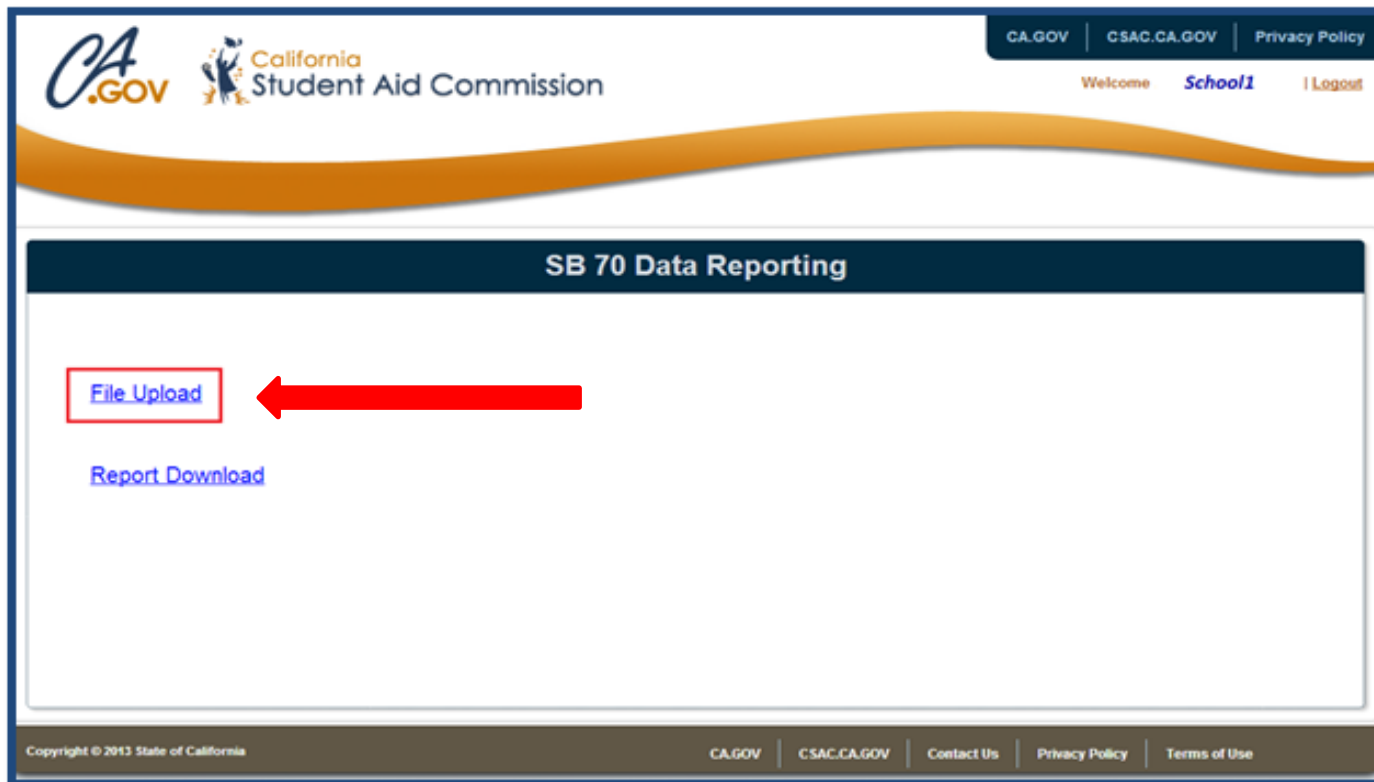
UPLOAD PROCESS

Next, the system will display the SB 70 Confirmation dialogue box, select "Yes."



UPLOAD PROCESS

The system will display the SB 70 Data Reporting Screen. Select "File Upload."



UPLOAD PROCESS

File Upload Screen



The screenshot shows the 'SB 70 File Upload' interface. At the top, there is a header with the 'CA.GOV' logo, the 'California Student Aid Commission' name, and navigation links for 'CA.GOV', 'CSAC.CA.GOV', and 'Privacy Policy'. A welcome message 'Welcome School1' and a 'Logout' link are also present. The main section is titled 'SB 70 File Upload' and contains a list of instructions: 'Enter the file path and name of your file (Use the BROWSE button to find your file).', 'File type must be .txt.', 'Click the Begin Upload button to start this operation.', and 'If the file validation fails, no data will be uploaded. Please correct errors and upload the entire file again.' At the bottom, there is a form with fields for 'School ID' (12345678), 'Academic Year' (2012 - 13), and 'File' (G:\Projects\SB 70\Sample Test File:). A 'Browse...' button is next to the file field, and an 'Upload' button is at the bottom right.

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Welcome **School1** | Logout

SB 70 File Upload

- Enter the file path and name of your file (Use the BROWSE button to find your file).
- File type must be .txt.
- Click the **Begin Upload** button to start this operation.
- If the file validation fails, no data will be uploaded. Please correct errors and upload the entire file again.

School ID Academic Year File

Sample file name: SB70_EN_12345678_2013-14_F1.txt

UPLOAD PROCESS

File Format Naming Convention

SB70_XX_12345678_YYYY-YY_F#

“XX” represents the file type

EN – enrollment file

PE – persistence file



GR – graduation file

*UN – unitary file

*The unitary file format is optional. Schools can either submit aggregate data for EN, PE, and GR, or they can submit one UN file.

UPLOAD PROCESS

File Upload Status Screen

California Student Aid Commission

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Welcome **School1** | Logout

SB 70 File Upload

- Enter the file path and name of your file (Use the **BROWSE** button to find your file).
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- Click the **Begin Upload** button to start this operation.
- If the file validation fails, no data will be uploaded. Please correct errors and upload the entire file again.

School ID Academic Year File

File Upload Status

File Name:	SB70_EN_ 12345678 _2011-12_F1.txt
File Size:	0.17 MB
Academic Year and Circle:	2011-12
Total Records:	17
Invalid Records:	0

CORRECTING ERRORS

SB 70 File Upload

ur file (Use the BROWSE button to find your file).

start this operation.

will be uploaded. Please correct errors and upload the entire file again.

Academic Year: 2011-12 File:



SB70 Application✕

File validation has failed. Please correct errors and upload entire file again.

OK

    13 / 18   

CORRECTING ERRORS

California
Student Aid Commission

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Welcome **School1** | [Logout](#)

SB 70 File Upload

- Enter the file path and name of your file (Use the **BROWSE** button to find your file).
- File type must be .txt.
- Click the **Begin Upload** button to start this operation.
- If the file validation fails, no data will be uploaded. Please correct errors and upload the entire file again.

School ID Academic Year File

File Upload Status

File Name:	SB70_EN_ 12345678 _2011-12_F1.txt
File Size:	0.17 MB
Academic Year:	2011-12
Total Records:	17
Invalid Records:	3

Get Error Report

CORRECTING ERRORS

Error Report

CALIFORNIA STUDENT AID COMMISSION **SB70 Enrollment File - Validation Error Report**

School1 (12345678)

2/26/2014 7:43:01 AM

1 12345678 2011-12 2011-12 1 2 1 1 12 4

Line length error.

1 12345678 2011-12 2011-12 4 0 1 1 03 5

Line length error.

1 12345678 2011-12 2011-12 1 1 1 2 01 9

Line length error.

CORRECTING ERRORS

SB 70 File Upload

the **BROWSE** button to find your file).

operation.

aded. Please correct errors and upload the entire file again.

SB70 Application×

The selected file was already uploaded. Do you want to overwrite it?

Yes

No

FILE IMPORT SPECIFICATION

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Cal Grant participating schools

IMPORTANT RESOURCE

2014-2015 California
Senate Bill 70 (SB70)
File Import Specification

FILE IMPORT
SPECIFICATIONS

ENROLLMENT FILE

UNDERGRADUATE ENROLLMENT (AGGREGATE DATA UPLOAD)

Field Name	Description	Length	Data Type	Position	Comment	Valid Entries	Format
Collection Type	Identifier for the Import Specification Type Example: 1 = Enrollment	1	Numeric	1	Required	1	#
Blank		1	Filler	2	Blank		
OPEID	Identification number used by the U.S. Department of Education's Office of Postsecondary Education (OPE) to identify schools that have Program Participation Agreements (PPA) so that its students are eligible to participate in Federal Student Financial Assistance programs under Title IV regulations. This is a 6-digit number followed by a 2-digit suffix used to identify branches, additional locations, and other entities that are part of the eligible institution.	8	Numeric	3-10	Required	Numbers 0 to 9	#####
Blank		1	Filler	11	Blank		
Academic Year	The academic year being reported is denoted by two years separated by a hyphen. Example: 2012-13 An academic year is July 1st thru June 30. For example July 1, 2012 thru June 30, 2013 represents academic year 2012-13.	7	VarChar	12-18	Required	Numbers 0 to 9 - (hyphen)	####-## (CCYY-YY)

ENROLLMENT FILE

Sample Data Entry

1	12345678	2012-13	2012-13	1	1	1	1	3	50
---	----------	---------	---------	---	---	---	---	---	----

File Type:
1 =
Enrollment

8-digit
OPEID
number

Academic
Year being
reported
(please note
you would
use 2013-14
this year)

Cohort Year being
reported; for the
enrollment file, the
academic year and cohort
year should always match

Cal Grant Recipient-1 =
Yes, 2 = No; if a student
has ever received a Cal
Grant at your institution,
they should receive a "1"

Enrollment Type: 1=First-
Time, 2=Transfer, blank
*a null value is acceptable
for this field

ENROLLMENT FILE, CONTINUED

Sample Data Entry

1	12345678	2012-13	2012-13	1	1	1	1	3	50
---	----------	---------	---------	---	---	---	---	---	----

Enrollment
Status: 1=Full-
Time 2=Part-
time

Gender:
1=Male
2=Female
3=Unknown

Race ID:
1-9 are IPEDS identified; if
you don't have the level of
detail available to select
between 1-29, you may
use your IPEDS reported
data (i.e., 1-9)

Head Count: aggregate
sum of the number of
students that meet the
preceding criteria

ENROLLMENT FILE, CONTINUED

Sample data:

1	12345678	2013-14	2013-14	1	1	1	1	3	50	1
1	12345678	2013-14	2013-14	2	1	1	1	3	25	2
1	12345678	2013-14	2013-14	1	2	1	1	3	85	3
1	12345678	2013-14	2013-14	1	2	2	1	3	15	4

What each record tells us:

- **Record 1:** there are 50, "Asian, other", male, full-time, first-time, Cal Grant recipients being reported for the Cohort Year of 2013-14, Academic Year 2013-14, for school 12345678 (OPEID), in the Enrollment File.
- **Record 2:** there are 25, "Asian, other", male, full-time, first-time, non-Cal Grant recipients being reported for the Cohort Year of 2013-14, Academic Year 2013-14, for school 12345678 (OPEID), in the Enrollment File.
- **Record 3:** there are 85, "Asian, other", male, full-time, transfer, Cal Grant recipients being reported for the Cohort Year of 2013-14, Academic Year 2013-14, for school 12345678 (OPEID), in the Enrollment File.
- **Record 4:** there are 15, "Asian, other", male, part-time, transfer, Cal Grant recipients being reported for the Cohort Year of 2013-14, Academic Year 2013-14, for school 12345678 (OPEID), in the Enrollment File.

PERSISTENCE FILE

Q: Who should be reported in the Persistence File?

A: Any student that was captured as part of your 2011-12 and 2012-13 Enrollment File, that returns to your institution for any portion of the 2013-14 academic year should be included in the Persistence File.

This would include students that only return for one semester/quarter.

PERSISTENCE (AGGREGATE DATA UPLOAD)							
Field Name	Description	Length	Data Type	Position	Comment	Valid Entries	Format
Collection Type	Identifier for the Import Specification Type Example: 2 = Persistence	1	Numeric	1	Required	2	#
Blank		1	Filler	2	Blank		
OPEID	Identification number used by the U.S. Department of Education's Office of Postsecondary Education (OPE) to identify schools that have Program Participation Agreements (PPA) so that its students are eligible to participate in Federal Student Financial Assistance programs under Title IV regulations. This is a 6-digit number followed by a 2-digit suffix used to identify branches, additional locations, and other entities that are part of the eligible institution.	8	Numeric	3-10	Required	Numbers 0 to 9	#####
Blank		1	Filler	11	Blank		
Academic Year	The academic year being reported is denoted by two years separated by a hyphen. Example: 2012-13	7	VarChar	12-18	Required	Numbers 0 to 9 - (hyphen)	####-## (CCYY-YY)

GRADUATION FILE

CIP Code:

- Identifies program from which a student is graduating.
- Full six-digit CIP Code must be used.

Award Level:

- Represents degree/certificate student awarded upon graduation/completion.

Q: Who should be reported on the Graduation File?

A: Students captured on Grad File are students that have been previously reported in the Enrollment file.

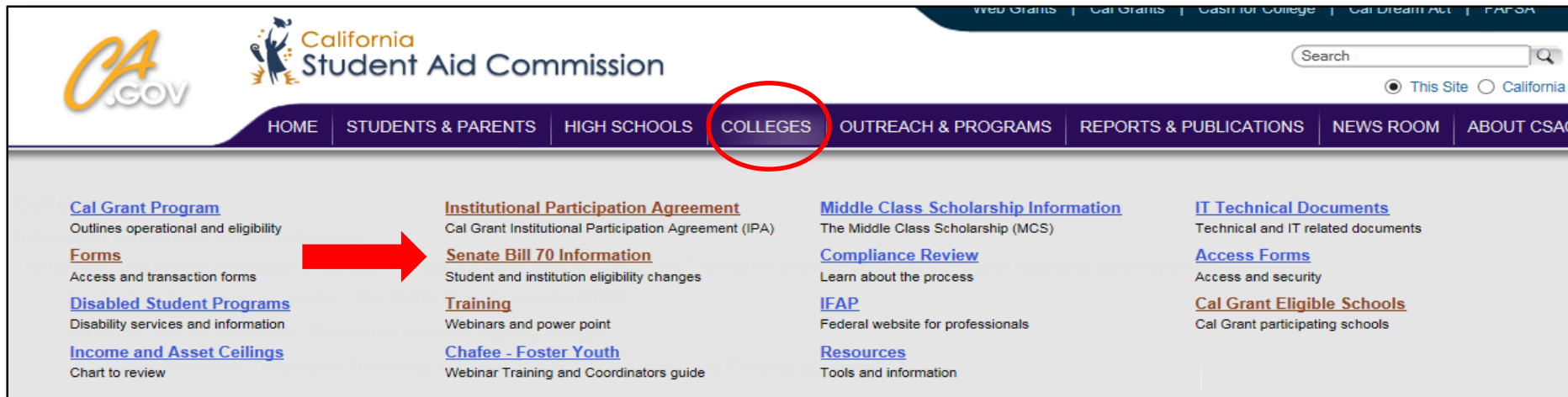
GRADUATION DATA (AGGREGATE DATA UPLOAD)							
Field Name	Description	Length	Data Type	Position	Comments	Valid Entries	Format
Collection Type	Identifier for the Import Specification Type Example: 3 = Graduation	1	Numeric	1	Required	3	#
Blank		1	Filler	2	Blank		
OPEID	Identification number used by the U.S. Department of Education's Office of Postsecondary Education (OPE) to identify schools that have Program Participation Agreements (PPA) so that its students are eligible to participate in Federal Student Financial Assistance programs under Title IV regulations. This is a 6-digit number followed by a 2-digit suffix used to identify branches, additional locations, and other entities that are part of the eligible institution.	8	Numeric	3-10	Required	Numbers 0 to 9	#####
Blank		1	Filler	11	Blank		
CIP Code	The Classification of Instructional Programs (CIP) provides a taxonomic scheme that supports the accurate tracking and reporting of fields of study and program completions activity. Example: 140101 (Engineering, General)	6	Numeric	12-17	Required	Numbers 0 to 9	#####
Blank		1	Filler	18	Blank		

UNITARY FILE

UNITARY DATA

Field Name	Description	Length	Data Type	Position	Comment	Valid Entries	Format
Collection Type	Identifier for the Import Specification Type Example: 5 = Unitary	1	Numeric	1	Required	5	#
Blank		1	Filler	2	Blank		
OPEID	Identification number used by the U.S. Department of Education's Office of Postsecondary Education (OPE) to identify schools that have Program Participation Agreements (PPA) so that its students are eligible to participate in Federal Student Financial Assistance programs under Title IV regulations. This is a 6-digit number followed by a 2-digit suffix used to identify branches, additional locations, and other entities that are part of the eligible institution.	8	Numeric	3-10	Required	Numbers 0 to 9	#####
Blank		1	Filler	11	Blank		
CIP Code	The Classification of Instructional Programs (CIP) provides a taxonomic scheme that supports the accurate tracking and reporting of fields of study and program completions activity. Example: 140101 (Engineering, General) * Note: For the Unitary File Spec Only If there is not a CIP code to report for the student use the field value: 000000	6	Numeric	12-17	Required	Numbers 0 to 9 *Note: 000000 (to be used for students without a CIP code to report)	#####

RESOURCES



CSAC Website: Colleges → SB70

- Frequently Asked Questions
- User Guide
- Import Specifications
- Power Point Training

RESOURCES

Senate Bill (SB) 70 Information

On March 24, 2011, Senate Bill (SB) 70 was chaptered into California law amending sections 69432.7, 69432.9, and 69433.6 of the California Education Code (CEC). SB 70 also added section 69433.2 to the CEC. These changes will affect Cal Grant students and institutions beginning with the 2011-12 academic year.

Education Code

- [California Education Code \(CEC\) Section 69430-69433.9](#)

Communications

- [Special Alert - GSA 2014-05 Senate Bill 70 - Webinar Information](#)
- [Special Alert - GSA 2014-02 Senate Bill 70 - Data Reporting Requirements](#)
- [Special Alert - GSA 2013-31 Senate Bill 70 - Data Reporting Requirements](#)
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SB 70 — Institutional Data Reporting

- [SB 70 Frequently Asked Questions \(FAQ's\)](#)
- [SB 70 Institutional Data Reporting User Guide](#)
- [SB 70 Institutional Data Reporting Import Specifications](#)
- [SB 70 PowerPoint Training](#)

SB 70 — Data Report by Institution

- [Senate Bill 70 — Data Report by Institution](#)



THANK YOU!

***California Student Aid Commission
Institutional Support Services***

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